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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Office of Training  
 ATTN : Mr. [REDACTED]  
 FROM : Plans Staff, OC

DATE: 2 NOV 1959

25X1A9a

SUBJECT: OTR Emergency, Contingency and War Plan

1. This office has reviewed subject plan and can offer no suggestions for improvement. On the whole, it appears to be a logical and practical approach to a difficult subject.

2. In regard to your query concerning the need for a communications annex, we submit the opinion that in the interest of economy and efficiency it would seem desirable to centralize insofar as possible all housekeeping functions pertaining to domestic emergency training. To elaborate, we would like to place our requirements for [REDACTED] site security, classroom space and normal administrative support, and have the Office of Training make provision for these functions under their master contingency plan. The Office of Communications would otherwise continue to completely administer their courses.

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3. To give an indication of the possible magnitude of our wartime training requirements, our wartime table of organization envisages an increase of [REDACTED] which translates into a peak training load of approximately [REDACTED] students over a period of 16 months.

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4. If the Office of Training concurs in the principle expressed in paragraph two (2), then this Office will provide the required information for inclusion within the Office of Training master plan.

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